



Looking for something FUN to do this summer? The City of Titusville is looking for enthusiastic part-time staff to work in our upcoming summer pool program. Applicants must enjoy working with the public and youth of all ages. Candidates must be available to work May 28th – September 5th. These are part-time/temporary positions with no benefits and work up to 35 hours per week; schedule will include evenings, weekends, and holidays depending on program needs.

Our Parks & Recreation staff plays an important role in our service to the Titusville community. Recreation staff must be responsible, safety minded, friendly, and have a great customer service attitude! Employment applications for the following positions are being accepted:

Lifeguard

Under the direction of the Pool Manager will assist with the summer pool program by performing pool monitoring and lifesaving tasks. Requires experience (i.e. swim team) and certification as a Lifeguard. (\$7.25/hr)

Lifeguard/Instructor

Under the direction of the Pool Manager will assist with the summer pool program by performing pool monitoring including swimming instruction and lifesaving tasks. Requires experience and certification as a Lifeguard and WSI Certification. (\$7.50/hr)

Head Lifeguard/Instructor

Under the direction of the Pool Manager will assist with the summer pool program by performing pool monitoring including swimming instruction and lifesaving tasks. Requires multi-year experience as a certified Lifeguard and certified WSI. (\$7.75/hr)

Assistant Pool Manager/Snack Bar

Will assist the Pool Manager in the coordination and implementation of the summer pool program, to include swim lessons, recreational swimming, snack bar, and related activities. Structures, organizes, and implements the coordination of the on-site snack bar. Acts as on-site supervisor in the absence of the Pool Manager. Previous experience as a Lifeguard, Instructor, swim team member, and/or a higher level aquatics position along with certifications is desired. (\$8.00/hr)

Pool Manager

Will supervise and administer the summer pool program, lead staff meetings inspect facilities to ensure safe working conditions and overall cleanliness, assist with in-service training, supervise and schedule all pool staff, inventory and submit orders to City Hall for snack bar items and supplies, and work shifts in whatever position necessary. Investigate and resolve customer complaints and safety hazards. Assists in the promotion of the pool program. Experience as a certified Lifeguard and/or Instructor, along with CPR and First Aid certifications is desired. Demonstrated management experience a plus. 18 years of age with a high school diploma or G.E.D. (\$8-\$10/hr based on experience)

Deadline for completed applications is April 8, 2016. Faxed or emailed applications will not be accepted. Resumes will not be accepted in lieu of a completed City application. The most qualified candidates will be invited to the next phase of the recruitment process.



DICK KRAFFT POOL

2016 SUMMER EMPLOYMENT APPLICATION

(rev 2/1/16)

City Hall Administrative Offices
107 N Franklin St
Titusville PA 16354-1734

Applications can be made in person at City Hall or by mail. Call 827-5300 x 303 with any questions.

Please complete this application form in its entirety and submit with copies of your certifications to City Hall.

First Name	MI	Last Name	Birthdate / /
Street Address		City State	ZIP Code
Home Phone () -		Cell/Alternate Phone () -	
Email Address			

POSITION DESIRED: (Please check)

- ☐ Lifeguard
- ☐ Lifeguard/Instructor
- ☐ Head Lifeguard/Instructor
- ☐ Assistant Pool Manager/Snack Bar
- ☐ Pool Manager

All applicants must provide copies of current certifications.
Lifeguard/Instructors must have WSI Certification.

EMPLOYMENT HISTORY

Position	Location	Dates
Position	Location	Dates
Position	Location	Dates

CERTIFICATIONS (You must attach a copy of all certifications for your application to be considered.)

Lifeguard Training Expiration Date / /	CPR/AED Training Expiration Date / /	First Aid Training Expiration Date / /	WSI Training Expiration Date / /	Other _____ Expiration Date / /	Other _____ Expiration Date / /
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① You are applying for a summer job at a pool, you must realize that it is a 7-day per week job and does require working on Saturdays, Sundays, and holidays.

Do you understand the hours of responsibility? ☐ Yes ☐ No

② It is your responsibility as an employee to find a replacement (sub) to switch hours with if you are not able to work your scheduled hours and have the switch approved by the Pool Manager. The season is short, please try to keep time off to a minimum!

Do you understand the responsibility of finding subs? ☐ Yes ☐ No

③ Please tell us why you want this position. (Use back if necessary)

④ Mandatory staff orientation meetings will be held before the pool opens *each day*. The anticipated pool schedule with hours is shown below. The season will begin with the grand opening, a free community swim day, May 28, 2016. The season will end on September 5, 2016.

Hours 1pm-5pm	Hours Noon-7pm	Hours 4pm-7pm
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May 2016							June 2016							July 2016							August 2016							September 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						28					1	2	3	4					1	2		1	2	3	4	5	6					1	2	3
29	30	31					5	6	7	8	9	10	11									8	9	10	11	12	13	4	5					
							12	13	14	15	16	17	18									14	15	16	17	18	19	20						
							19	20	21	22	23	24	25									21	22	23	24	25	26	27						
							26	27	28	29	30											28	29	30	31									

If you accept employment, you would be doing so with respect to these dates in addition to mandatory staff orientation meetings. Is there any reason that you would be unable to complete the entire season (thru September 5, 2016)?

☐ Yes ☐ No

If "YES", please explain: _____

EMERGENCY CONTACT INFORMATION

Name	Relationship	Phone
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"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE."

Applicant's Signature: _____ Date: _____